

**BJC Disaster Recovery Plan  
Scope and Assumptions  
6/19/01**

- ☐ The initial scope of the disaster recovery plan will be for Cyborg, Payroll, Absence, and Labor System (PALS), Oracle Financials, Automated Clearing House (ACH) Transmission and Westcorp only
- ☐ Disaster recovery site will be K-1580
- ☐ Planning scenarios will include outages of single servers through the entire loss of K-1007; assume that K-1580 will be fully operational
- ☐ Include peripherals (including user workstations) to support applications in scope
- ☐ Include an escalation procedure for declaring a disaster
- ☐ Include documentation of disaster procedures with staff assignments
- ☐ Include planning steps to restore normal operation in K-1007 following the disaster
- ☐ Include training for all affected staff
- ☐ Include cost estimates to execute each scenario in the plan
- ☐ Assume that the BJC network will be operational with the exception of components in K-1007
- ☐ Assume that key interfaces must be re-established to applications while on K-1580 servers (as determined by functional owners)
- ☐ Assume that backup/restore capabilities will be implemented in the K-1580 environment
- ☐ Assume that analysis and documentation of functional staff processes will be a follow-on task
- ☐ Assume that CFO and HR functional staff will be available, as needed, to provide input to the plan